

## Vacancy Announcement

<b>Announcement #</b>	438-10141	<b>Position</b>	Operations Supervisor		
<b>PayPlan</b>	WS	<b>Series</b>	4701		
<b>TargetGrade</b>	9	<b>Target PD</b>	2840	<b>Pay Range</b>	\$25.04 - 29.21
<b>Dev Grade</b>		<b>Dev PD</b>		<b>Dev Pay Range</b>	
<b>1st Dev Grade</b>		<b>1st Dev PD</b>		<b>1st Dev Pay Range</b>	
<b>Opens</b>	05/24/10	<b>Closes</b>	05/31/10	<b>Openings</b>	1
<b>Tour of Duty, etc</b>	M-F 8am-4:30pm Tour may vary.				
<b>Special Comments</b>					
<b>Service</b>	Engineering Service Line				
<b>Section</b>					
<b>Area/Consideration</b>	Engineering Service Employees Only				
<b>Duty Site</b>	Sioux Falls, SD				
<b>Major Duties</b>	<p>This position is limited to current Engineering Service Line employees of the Sioux Falls, VA Medical Center.</p> <p>This position is located in the Engineering Service Line of the Sioux Falls VA Medical Center in Sioux Falls, SD. The incumbent for this position will report directly to the Chief of Engineering. Tour of duty for this position will primarily be Monday through Friday 08:00am - 4:30pm. Tour may vary based on position requirements. Incumbent must also be able to respond to emergency calls related to continuous service in the areas of responsibility within the engineering service line. The incumbent must be able to trouble shoot and provide emergency coverage options to ensure continuous operations of assigned areas.</p> <p>The incumbent is responsible for the operations and maintenance of the boiler plant at the Sioux Falls, VAMC. Incumbent is also responsible for the supervision of a grounds crew, tractor operator(s), motor vehicle operator, and fleet manager. Incumbent is responsible for the supervision of lead and non-lead personnel in these occupations.</p> <p>Incumbent will interact with management and service lines to plan, develop, coordinate and complete maintenance and repair activities. Position requires the incumbent to schedule work assignments, set deadlines, prepare cost estimates, identify manpower needs and ensure the re-arrangement and availability of equipment and material to complete all planned projects. The incumbent is responsible for training programs, work performance appraisals, leave approval and disciplinary measures for assigned personnel.</p> <p>The incumbent will be required to review, author, and submit for approval all changes to position description to include creating annual performance standards for those personnel assigned. The incumbent will also coordinate with Engineering Service Line managers to develop and ensure the completion of competencies for assigned personnel. The incumbent will also, as directed by the Chief of Engineering, assist in the development and compliance with Joint Commission and other accrediting agency standards. This will include participation in committees, workgroups, and as a member of special project teams as assigned by the Chief of Engineering.</p>				
<b>Time In Grade</b>	None.				

## **Qualifications**

Applicants must meet the minimum qualifications as stated in OPM Handbook X118C in HRMS, or may be found on the Internet at [www.opm.gov/qualifications/x-118c](http://www.opm.gov/qualifications/x-118c) No specific length of experience or training is required; however, applicants must have had experience and/or training, military or civilian, paid or unpaid, of sufficient scope and quality to perform the duties required of the position and must show a demonstrated ability based on previous work experience to perform the duties of the position. E.g: A good understanding of engineering principles and practices including the development and writing of specifications, organizing and coordinating work among several disciplines. Failure to provide evidence of the ability or skill will remove you from consideration. Candidates will be evaluated on the relevance of their experience in relation to the evaluation factors listed below. Therefore, it is important to address the criteria specifically.

## **Rating Factors**

Job Element # 73: Ability to supervise personnel in areas such as boiler plant operations, grounds crew, vehicle operator and industrial and grounds equipment operation. (provide examples of experience to include level of supervision if applicable)

Job Element # 6: Knowledge of the operation of Boiler Plants, grounds equipment, commercial and residential tractors and motor vehicle. (specify equipment, machinery, etc.)

Job Element # 77: Ability to inspect work to include adherence to plans, drawing, blueprints or other technical drawings. Inspections will include compliance with established codes, safety regulations and standards to include boiler and pressure vessel codes.

Job Element # 46: Ability to instruct in the areas of boiler plant operations, tractor and industrial equipment, motor vehicle and grounds equipment.

## **Application Process**

Current Sioux Falls VAMC Employees:

- Complete and current OF-612, "Optional Application for Federal Employment" or resume.
- Copy of latest performance evaluation
- Responses to Rating Factor (Job Elements) listed above, addressed individually on plain sheet of paper or VA 4676a "Employee Supplemental Qualifications Statement". Failure to provide this information will deem the applicant ineligible for consideration for the position.

NOTE: These forms may be obtained through the Human Resources Office or from [www.sioxfalls.va.gov](http://www.sioxfalls.va.gov).

Application packages are to be submitted to and received in the VA Medical Center, Human Resources Office (05), 2501 W. 22nd St., Sioux Falls, SD 57105 not later than 05/31/2010.

If you have questions, please contact Nathan Anderson, HR Specialist, at 605-336-3230 Ext. 6432 or [Nathan.Anderson@va.gov](mailto:Nathan.Anderson@va.gov)

**EQUAL EMPLOYMENT:** All applicants will receive consideration without discrimination for such reasons as race, color, religion, national origin, sex, lawful political affiliation, marital status, non-disqualifying physical or mental handicap, age, or membership or non-membership in a labor organization.

This agency provides reasonable accommodations to applicants with disabilities. If you need a reasonable accommodation for any part of the application and/or hiring process, please notify the agency. A decision for granting reasonable accommodation will be on a case-by-case basis.

**SECURITY:** Appointments in the Federal Government are subject to a criminal

background investigation.

CONDITION OF EMPLOYMENT: Direct Deposit/Electronic Funds Transfer (DD/EFT) has been established for new civilian employees and employees competitively selected for promotions and reassignments. Employees meeting this definition must enroll in DD/EFT or request a waiver of enrollment. Information will be provided when the job offer is made and during in-processing.